



JAIPUR METRO

JAIPUR METRO RAIL CORPORATION LIMITED

(A Government of Rajasthan Undertaking)

2nd Floor, A-Wing, Admin Building, Bhargu Path, Mansarovar Depot, Jaipur-302020

E-mail:jgmadm@jaipurmetrorail.in

No. F.1(A-643)JMRC/DC/Events/2019-20/ 10432

Date: 09 JUL 2020

LETTER OF ACCEPTANCE

M/s FREEBIES HUB

C/O Vijay Singh B-48, Sahkar Marg,

Lal Khoti Scheme, Jaipur-302015

Sub: Letter of Acceptance (LoA) for RFP for Rate Contract of Event Management Services for Jaipur Metro Rail Corporation (JMRC)**Ref:** (1) JMRC RFP No. F.1(A-643)JMRC/DC/Events/2019-20/30 Date 19.02.2020

(2) JMRC RFP amendment No. F.1(A-643)/ JMRC/ DC/Events/ 2019-20/ 8454 date 26.02.2020

Dear Sir,

With reference to the subject cited above, this is to inform you that you have been adjudged as successful bidder as per clause 3.6 (vi) and your quoted Total Gross Price of Rs. 16,92,101 (Rupees Sixteen Lakh Ninety Two Thousand One Hundred One only) inclusive applicable GST for carrying out the Event Management Services for JMRC, as defined in the RFP as below:

S N	Description of work	No. or Qty	Unit	Rate in Rs.		Total Amount With Tax
				Figures	Words	
1	VVIP Welcome Gate Box gate at main venue-(size: 24X20)	1	Per gate	35000.00	Rupees Thirty Five Thousand only	35000.00
2	General Welcome Gate - (size:16X20) at main venue	1	Per gate	6899.00	Rupees Six Thousand Eight Hundred Ninety Nine only	6899.00
3	Colour lining at both side of road (double colour powder)	5000	Per running feet	3.00	Rupees Three only	15000.00
4	Colour Rangoli at gates (flower + powder) (Each of about 250 square feet)	2	Per rangoli	7550.00	Rupees Seven Thousand Five Hundred Fifty only	15100.00
5	Plants with Pot surrounding stage and corridor	500	Per plant	200.00	Rupees Two Hundred only	100000.00
6	Fresh Natural Flower decoration-Main venue (Stage area, venue, dias, podium etc.)	2000	Per Sqft	25.00	Rupees Twenty Five only	50000.00
7	Natural Flower decoration-on railing etc.(Calcutta Marigold)	2000	Per running feet	13.50	Rupees Thirteen and Fifty paise only	27000.00
8	Natural Flower decoration-Trains (Each train of 4 coaches)	1	Per train	23900.00	Rupees Twenty three Thousand Nine Hundred only	23900.00

S N	Description of work	No. or Qty	Unit	Rate in Rs.		Total Amount With Tax
				Figures	Words	
9	Garaland for VVIP- Fresh Rose & Lily flowers	10	Per Garland	250.00	Rupees Two Hundred Fifty only	2500.00
10	Garaland for other VIPs- Fresh marigold flowers	50	Per Garland	25.00	Rupees Twenty Five only	1250.00
11	VVIP Bouquet (Lily, Rajnigandha, Tulip & Cut flowers etc.)	5	Per Bouquet	650.00	Rupees Six Hundred Fifty only	3250.00
12	VIP Bouquet (Rose and other flowers)	10	Per Bouquet	299.00	Rupees two Hundred Ninety Nine only	2990.00
13	New Carpet Pathway leading into the Ceremony Halls / Green & Red carpeting inside and outside event area/stations entry etc.	50000	per sqft	2.45	Rupees Two and forty five paisa only	122500.00
14	Waterproof pipe pandal / canopy for stage, 3 side cover with cloth masking with carpet	250	Per sqft	45.00	Rupees Forty Five only	11250.00
15	Waterproof Iron Dome for stage, 3 side cover with carpet	250	Per sqft	42.00	Rupees Forty Two only	10500.00
16	Waterproof Aluminium hanger for stage, 3 side cover with carpet	250	Per sqft	65.00	Rupees sixty Five only	16250.00
17	Side wall Cloth masking (White) of Pandal with backup Kanat	20000	Per sqft	2.75	Rupees Two and Seventy Five paisa only	55000.00
18	Cloth Masking on Road stretch with pipe support	1000	per sqft	6.00	Rupees Six only	6000.00
19	Double Pipe Barricading (sqft) (4 feet height)	5000	Per running feet	12.00	Rupees Twelve only	60000.00
20	Wooden stage (Around 4 sqft feet height with Kaleen)	100	Per sqft	250.00	Rupees Two Hundred Fifty only	25000.00
21	Backdrop for main stage with Flex Printing on star media and with wooden structure back support and cloth	600	Per sqft	35.00	Rupees Thirty Five only	21000.00
22	General Seating Shamiana and other Arrangements (Pipe pandal)	20000	Per sqft	3.25	Rupees Three and twenty five paisa only	65000.00
23	Guest lounge and refreshment lounge with wooden platform, center table and Round Tables (with cloth frill) and sofas included	600	Per sqft	95.00	Rupees Ninety Five only	57000.00
24	Chairs (plastic)	1000	Per chair	12.00	Rupees Twelve only	12000.00
25	VIP banquet Chair opposite stage	200	Per chair	27.00	Rupees Twenty Seven only	5400.00

S N	Description of work	No. or Qty	Unit	Rate in Rs.		Total Amount With Tax
				Figures	Words	
26	Sofas (two seater)	50	Per Sofa	350.00	Rupees Three Hundred Fifty only	17500.00
27	Anchor Male / Female	2	Per person	25000.00	Rupees Twenty Five thousand only	50000.00
28	Welcome Hoardings with mounting & Iron framing & star flex printing	2000	Per sqft	28.00	Rupees Twenty eight only	56000.00
29	Inauguration Plaque (Foundation stone) 40 Sqft x 1. (Bangalore Black, Granite and Golden engraving)	40	Per sqft	450.00	Rupees Four Hundred fifty only	18000.00
30	Inauguration Plaque Unvieling Technique, Vista Levelor and frame,	1	Per plaque	18999.00	Rupees Eighteen Thousand Nine Hundred Ninety Nine only	18999.00
31	Portable Standies (6'x3') with Printed flex	20	Per piece	850.00	Rupees Eight Hundred Fifty only	17000.00
32	Gift Wrapping (Momento) with Designer Box	1	Per wrapping	350.00	Rupees Three Hundred Fifty only	350.00
33	Flags with pole -Both side	50	per flag with pole	225.00	Rupees Two Hundred Twenty Five only	11250.00
34	Printed Flex hangers for poles (Size 2.5*4 sqft approx. (Star Quality)	20	Per hanger	300.00	Rupees three Hundred only	6000.00
35	Anchor stage with carpeting and dice	256	Per sqft	28.00	Rupees Twenty Eight only	7168.00
36	Press Box (20x6x4) for media equipments	480	per sqft	29.00	Rupees Twenty Nine only	13920.00
37	Media kit (Leather office Bags, Parker Pen, Spiral Note and Folder with JMRC name & logo)	200	Per kit	650.00	Rupees Six Hundred Fifty only	130000.00
38	Pedestal fans	20	per fan	80.00	Rupees Eighty only	1600.00
39	Air Freshener Fan (with water)	2	per fan	500.00	Rupees Five Hundred only	1000.00
40	Tower AC (3.5 ton)	10	per AC	5500.00	Rupees Five Thousand Five Hundred only	55000.00
41	Tables for security, perking, water conuter, LED Screen etc. (with cloth fill)	50	per table	50.00	Rupees Fifty only	2500.00
42	Water counter	1500	Per Ltr.	18.00	Rupees Eighteen only	27000.00
43	Glasses for drinking water	500	Per glass	0.65	Sixty Five paisa only	325.00
44	Catering waiters at water counters	10	Per Person	650.00	Rupees Six Hundred Fifty only	6500.00

S N	Description of work	No. or Qty	Unit	Rate in Rs.		Total Amount With Tax
				Figures	Words	
45	Sun board, Vinyl, Stand for Press, reserved & VIPs	20	Per piece	95.00	Rupees Ninety Five only	1900.00
46	Chemical toilets for VVIP & VIP	2	Per toilet	2250.00	Rupees Two Thousand Two Hundred Fifty only	4500.00
47	Male / Female executives for stage / management and welcome tilak, well dressed	10	Per executive	1350.00	Rupees One Thousand Three Hundred Fifty only	13500.00
48	Refreshment & snacks for VVIPs and sr. officers (two sweets + one Paneer Pakoda +one sandwich, one cold drink/juice/ Mocktails+ wafers+ Dry fruits etc) with cutlery arrangements and well dressed staff	100	Per Plate	350.00	Rupees Three Hundred Fifty only	35000.00
49	Refreshment & snacks for guest & officers and media persons (one sweet + one samosa+one cold drink/ juice/fruity juice+wafers)	100	Per item	200.00	Rupees Two Hundred only	20000.00
50	Gadda, chowki, Puja samgri, Nariyal, material for tilak, ribbon at entry	1	Lumpsum	1800.00	Rupees One Thousand Eight Hundred only	1800.00
51	Chief Pandit	1	Per Chief Pandit per day	5000.00	Rupees Five Thousand only	5000.00
52	Other Associate Pandits	1	Per Pandit per day	2100.00	Rupees Two Thousand One Hundred only	2100.00
53	P3 quality of LED screen for live telecast at main venue each of Each of about 10*8 sq feet size	2	per screen	12500.00	Rupees Twelve Thousand Five Hundred only	25000.00
54	P3 quality of LED Screen for live telecast at the gate 10*8 sq feet size- Day Light Screen	1	per screen	17500.00	Rupees Seventeen Thousand Five Hundred only	17500.00
55	P3 quality of LED screen with D2H connection for live telecast at Choti Chaupar and Badi Chaupar including audio system and stage (each of Each of about 10*8 sq feet size)	2	per screen	18500.00	Rupees Eighteen Thousand Five Hundred only	37000.00
56	Plasma TV in Stage area with all associated equipments 42 inch	2	Per TV	1450.00	Rupees One Thousand Four Hundred Fifty only	2900.00

on 2m

S N	Description of work	No. or Qty	Unit	Rate in Rs.		Total Amount With Tax
				Figures	Words	
57	Audio System (with battery backup) with appropriate sound Mixers and sufficient output for stage (2 podium mike, 6 cordless mike, 2 monitors, 6 top and 6 base of JVC with speakers with all accessories and Cabling. 4 line array of 60 speakers (3500 watt RMS)	1	Per set per event	31500.00	Rupees Thirty One Thousand Five Hundred only	31500.00
58	Horn speakers for public announcements (2 days including trial charges)	10	Per Speaker per event	8500.00	Rupees Eight Thousand Five Hundred only	85000.00
59	Photography with digital camera with soft copy in CD/ DVD	1	Per photographer / per day	8000.00	Rupees Eight Thousand only	8000.00
60	Videography (HD camera) with CD/DVD	1	Per Videographer / per day	8000.00	Rupees eight Thousand only	8000.00
61	Portable Generator 125 KVA	1	Per DG/Per event	4200.00	Rupees Four Thousand Two Hundred only	4200.00
62	Diesel Consumption 125 KVA	5	Per DG/Per hour	1500.00	Rupees One Thousand Five Hundred only	7500.00
63	Rise Light LED Decoration at venue	2000	Per running feet	4.50	Rupees Four and Fifty paise only	9000.00
64	General Lighting entire function venue (Halogen lighting)	50	Per helogen	40.00	Rupees Forty only	2000.00
65	General Lighting entire function venue (Metro lighting)	10	Per metro	285.00	Rupees Two Hundred Eighty Five only	2850.00
66	Invitation cards (Offset Printing) (multi colour, 300 gsm, matt laminated, AS)	500	Per card	15.00	Rupees Fifteen only	7500.00
67	Invitation cards (Digital Printing) (multi colour, 300 gsm, matt laminated, AS)	500	Per card	25.00	Rupees Twenty Five only	12500.00
68	Envelope of Invitation Card	500	Per Envelop	3.00	Rupees Three only	1500.00
69	Invitation Card dispatch charges through courier including stickers printing and pasting (local)	500	Per card	12.00	Rupees Twelve only	6000.00
70	Lappel Card, Pouch and Clips	500	Per card	21.50	Rupees Twenty One and fifty paise only	10750.00
71	Security personnel (guard)	10	Per person / per day	750.00	Rupees Seven Hundred Fifty only	7500.00
72	Dustbin (30Ltrs)	10	Per bin	120.00	Rupees one hundred twenty only	1200.00

only

S N	Description of work	No. or Qty	Unit	Rate in Rs.		Total Amount With Tax
				Figures	Words	
73	Houskeeing Boys	10	Per person	600.00	Rupees Six Hundred only	6000.00
74	Management & professional charges for all over all Event management activities like transportation, administration, manpower for various activities, design and development of contents and for arranging various activities as above	1	Lump-sum charges	125000.00	Rupee One lakh Twenty Five Thousand only	125000.00
	Total in Figures					16,92,101.00
	Total in Words				Rupees Sixteen Lakh Ninety Two Thousand One Hundred One only	

As per clause 3.7 of the RFP (Copy of concerned page enclosed at Annexure-A), you are requested to deposit/submit/execute the following within seven days from the date of issuance of this LOA:

1. Submit unequivocal acceptance of this LoA signed and sealed by the authorized signatory.
2. Deposit 5% of the approved bid amount i.e. Rs. 84,605 (Rs. Eighty Four Thousand Six Hundred Five Only) as performance Security Deposit in the manner as defined in clause 3.7(i) of the RFP.
3. Execute an agreement on non-judicial stamps paper at your cost in duplicate in the prescribed format (Annexure-III of the RFP, copy enclosed at Annexure-B), as per Clause 3.7(iii)
4. Submit Power of attorney in favour of authorized signatory, in case he/she is not proprietor of the firm.

Encl.: As above


 (Dinesh Kumar Sharma)
Jt. General Manager (Admn.)

3.7. AWARD OF CONTRACT & PERFORMANCE SECURITY DEPOSIT

- i. The Corporation will issue a Letter of Acceptance (LOA) to the successful bidder after approval/acceptance of the bid. The approved bidder would be required to deposit 5% of the approved annual bid amount as Performance Security Deposit in the form of Bank Guarantee (In Performa provided in Annexure-VI) from a Nationalised Bank/ Scheduled Commercial Bank having its branch at Jaipur duly discharged in favour of JMRC Ltd., Jaipur OR in the form of Demand Draft in favour of JMRC Ltd., Jaipur payable at Jaipur from a Nationalised Bank/ Scheduled Commercial Bank having its branch at Jaipur. It must be deposited within seven days after issuance of the LOA.
- ii. In case of BG as Performance Security Deposit, it should remain valid for a minimum period of 15 months from the date of LOA.
- iii. An agreement on non-judicial stamp paper as per Stamp Duty Act, or RTPPR Rules, as per format at **Annexure - III** shall be executed in duplicate within 7 days of issue of Letter of Acceptance (LOA) after deposition of Performance Security. One copy shall be retained by the JMRC and the other copy shall remain with the Agency. The Agreement shall be signed by authorised signatory of JMRC and the Agency. The authorised signatory of the Agency should be Proprietor of the firm or Power of Attorney holder, as the case may be. Till the signing of the Contract Agreement, the LOA shall form a binding contractual agreement between JMRC and the Agency. The Agency (successful bidder) shall bear the expenses of completing and stamping the agreement.
- iv. If the Bidder fails to deposit the required Performance Security Deposit or to execute the agreement within the specified period, such failure will be treated as a breach of the terms and conditions of the tender and will result in forfeiture of the Earnest Money, in part, or in full at the discretion of the Chairman and Managing Director, JMRC. This failure shall also result in cancellation of tender.
- v. After completion of all contractual obligations, Performance Security Deposit shall be returned to the Agency within 60 days.

4. SPECIAL CONDITIONS OF THE CONTRACT

4.1. SCOPE OF WORK

Some of the activities for which services would be required are detailed below.

- a) Organization of infrastructure, equipment and other resources/ services for the event
- b) Management of the ceremony including dais and audience area arrangement, catering, security etc.

ANNEXURE-III

FORMAT OF AGREEMENT

This AGREEMENT (hereinafter called the "Agreement") is made on the _____ day of the month of _____, 2020, between, on the one hand, JAIPUR METRO RAIL CORPORATION (hereinafter called the "Corporation") and, on the other hand, _____ (hereinafter called the "Agency".)

WHEREAS

- (A) the Corporation requires the **Services of an Event Management Agency for management of events to be organised by JMRC** as defined in the RFP document attached to this Agreement (hereinafter called the "Work").
- (B) the Agency, having represented to the Corporation that they have the required professional skills, personnel and technical resources, have been selected to complete the Work on the terms and conditions set forth in this Agreement.

NOW THEREFORE the parties hereby agree as follows:

1. The following documents hereto shall be deemed to form an integral part of this Agreement:
 - (i) The RFP Document in its entirety along with all its Annexures, Appendices, etc.
 - (ii) Addenda and/or Corrigenda to the RFP Document, if issued by the Corporation.
 - (iii) The Letter of Acceptance issued by the Corporation in favour of the Agency.
 - (iv) Agreement signed by the agency with JMRC.
 - (v) General Conditions of Contract (GCC) as available on JMRC's website.
 - (vi) SHE manual, as available on JMRC's website.

2. Duration of contract

The contract shall begin immediately on acceptance of the Letter of Acceptance (LOA) by the successful bidder. The initial time period of the contract shall be for two months, which shall be extendable for the next one year or part thereof (extended contract period), at the behest of JMRC, if required. Such extension

ml

would be on mutual agreement between JMRC and the Agency on same terms & conditions.

3. The mutual rights and obligations of the Corporation and the Agency shall be as set forth in the above documents, and in particular:

- (i) The Agency shall provide the services as per the Scope of Work as specified in the RFP document and shall fulfil its obligations towards the Corporation specified therein in conformity with the time schedule stated therein. Further, that the Agency shall perform the Services and carry out its obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional techniques and practices, and shall observe sound management practices, and employ appropriate advanced technology and safe and effective equipment and methods. The Agency shall always act, in respect of any matter relating to this Agreement or to the Services, as a faithful adviser to the Corporation, and shall at all times support and safeguard the Corporation's legitimate interests in any dealings with Third Parties; and
- (ii) The Corporation will make payments to the Agency in accordance with the Letter of Acceptance.

In witness whereof, the Parties hereto have caused this Agreement to be signed in their respective names as of the day and year first above written.

Authorised Signatory
For Jaipur Metro Rail Corporation Ltd.

Authorised Signatory
For _____(Agency)

Witness:

- a) Name and Address
- b) Name and Address

Note: This agreement should be executed on non-judicial stamped paper, stamped in accordance with the stamp act.

